

**VILLAGE OF PEPIN**  
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Equal Opportunity Provider & Employer

**VILLAGE BOARD MEETING MINUTES**  
**Monday, August 12, 2019**

- 1 & 2. 7 PM President Bill Wroblewski called the meeting to order and roll call was taken as follows:
- |                            |               |                                |
|----------------------------|---------------|--------------------------------|
| Bill Wroblewski, President | Damon Ellison | Carrie Arens                   |
| Paul Riesgraf              | Rob Buntz     | Jon Seifert, Attorney          |
| David Brassfield           | Mike Michaud  | Cindy Fayerweather, C/T        |
|                            |               | Missy Murray, Dep. C/T(absent) |
3. Additions/Deletions: Add: #9 Planning Commission to the heading.
4. Clerks Report: Correction to minutes, change V. Pres to Bill W., (not Vern S.) Motion by Rob B., 2<sup>nd</sup> by Carrie A. to approve the Clerks Report for the July 9<sup>th</sup> & July 23<sup>rd</sup>, 2019 Board meeting minutes; carried.
5. Open Items: 1) The dangerous tree on 2<sup>nd</sup> and Washington St. has been removed. 2) VRBO letter was sent out to the owners/managers. 3) Pricing for street lights on Don Drive. Mike M. will work on this with the Clerk's office help.
6. Treasurers Report: Motion by David B., 2<sup>nd</sup> by Paul R. to approve the July 2019 Treasurers Report as given; carried.
7. PUBLIC COMMENTS: 1) Question on mowing on 1<sup>st</sup> Street, Pepin County Hwy Dept. usually comes in to do it. Question on the TIF notices and public hearings in general.
8. Zoning Administrator: Bill W. introduced Roy Forsstrom, who is willing to act as the Zoning Administrator. Roy gave a short background on himself. A motion was made by Bill W., 2<sup>nd</sup> by David B., to appoint Roy Forsstrom as the Zoning Administrator; carried.
9. Planning & TIF Committee Report: 1) Resolution to Amend the Project Plan of Tax Incremental District #3. A motion was made by Rob B., 2<sup>nd</sup> by David B. to approve the Resolution as presented; carried. 2) Resolution Approving Expansion of Tax Incremental District #3, The Additional Developer Improvements, an Increase in Bond Principal, and the First Amendment to Development Agreement Relating to Tax Incremental District #3, Village of Pepin, Wisconsin. Item 5-A changed from \$1,070,000 to be increased to \$1,370,000. A motion was made by Rob B., 2<sup>nd</sup> by Carrie A. to approve said Resolution with the change noted; carried. 3) Discussion was held in a suggestion of creating a new TIF District in Pepin. This was then referred to the TIF Committee for consideration.
10. Post Office: A quote has been received from Brandon Hughes to paint the exterior of the Post Office. Discussion on paint color was held. A motion was made by Rob B., 2<sup>nd</sup> by Mike M. to accept the bid from Brandon Hughes in the amount of \$1174.00; carried. The Building Committee will meet and choose a color for the building.
11. Flyway Film Street Dance request: Irene Wolf was present to request permission to close a portion of 2<sup>nd</sup> Street on October 12<sup>th</sup>, 2019 for a Street Dance during the Flyway Film Festival. A motion was made by Rob B., 2<sup>nd</sup> by Paul R. to allow 2<sup>nd</sup> Street to be closed from Lake Street to east of the alley mid block for the Street Dance on October 12<sup>th</sup>; carried.
12. Police Report: Chief Jesse Van Alstine reported that the tree has been removed on 2<sup>nd</sup> Street as discussed earlier in the meeting. A Grant has been awarded to the Pepin Police Department and will be used to pay off the cameral system.

13. Ambulance Report: Tina Cook, Director, reported that there are 2 new EMT's on the service and 5 EMR's to join after passing their National Registry tests.
14. Beach Report: Tina Cook, Manager, reported the beach will be closed on August 18<sup>th</sup>. The life guard chair needs to be moved to the blacktop area for the winter.
15. Fire Department Report: Jesse Van Alstine reported that it's been quiet for the Department. Training has been postponed until next week. The Snorkel truck is in Durand for repairs.
16. Attorney's Report: Jon Seifert reported: 1) A letter was received from Lake Pepin Campground attorney, requesting the Village allow them to postpone payment of the increased sewer charges. They have requested the Public Service Commission review the village's sewer rate charges. The PSC can review the sewer rate increases but have no authority to retroactively change the sewer rates. Jon Seifert suggested the Board refer the request to the Finance Committee for consideration of the request. 2) Request for the vacation of Elm Street where it intersects with 1<sup>st</sup> Street. Clear title to Landwehr's property is blocked because no proof of ownership to the property is shown. An application to have that small portion of Elm Street be vacated by the Village at no cost to the Village of Pepin. Jon is waiting on a survey map of the property in question and will refer to the Street Committee for review.
17. PACC Report: Rob Buntz reported that a new website will be coming soon. An application for a \$3000 grant is available for public improvements. Jesse Van Alstine asked if PACC would consider donating more barricades for street and special event use.
18. Ordinance Committee Report: The Ordinance Committee met and discussed the Mobile Food Vendor/Temporary Restaurant Ordinance: This Ordinance was previously approved by the Board and ready to go to Public Hearing in September. Exterior Lighting Ordinance: Modifications were made on this Ordinance, discussion was held. A motion was made by Damon E., 2<sup>nd</sup> by Carrie A., to approve sending the Exterior Lighting Ordinance to Public Hearing in September; carried. A Resolution was presented for creating the Extra Territorial Zoning. Property area to include property north of the Village from County Road CC to Sandridge Road, easterly to Jahnke Lane and south to Trail Road and the Village Limits. Current use of the properties involved are within the allowable uses. There are additional steps to be completed before the ExtraTerritorial Zone will be set up. Motion by David B., 2<sup>nd</sup> by Rob B. to approve the property description to be included in the ExtraTerritorial Zoning area; carried.
19. Street Committee Report: 1) A second water main leak was found on the intersection of Pine Street and HWY 35, repairs have been made. Patching will be arranged as soon as possible.
- 20/21. Personnel Committee Report: Discussion held; a motion was made by Damon E., 2<sup>nd</sup> by Carrie A. to repeal Village Charter Ordinance 2-A, to separate the combined Clerk/Treasurer position into separate positions of Clerk and Treasurer. At this time, David B. made a motion, immediately was 2<sup>nd</sup> by Rob B. to change the Clerk position to Administrative Clerk position. Heavy discussion followed. No action taken, issue tabled to the next Board meeting, 4 yes, 3 no, Carrie A., Bill W., Damon E. No further action was able to be taken on the other agenda items under #21.
22. Building Committee Report: No report.
23. Vouchers: A motion was made by Rob B., 2<sup>nd</sup> by Mike M. to approve payment of the vouchers; carried.
24. Monday, September 9, 2019 will be the next regular Village Board meeting.

25. Closed Session as per SS 19.85(1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee... A motion was made by Rob B., 2<sup>nd</sup> by Mike M. to adjourn into Closed Session as per State Statutes 19.85(1)(c); carried. The Board convened to Closed Session.
26. Open Session: A motion was made by Rob B., 2<sup>nd</sup> by Paul R. to reconvene into Open Session; carried.
27. No other action was taken by the Village Board. A motion was made by Rob B., 2<sup>nd</sup> by Mike M. to adjourn the meeting; carried, meeting adjourned.

Cindy Fayerweather  
Clerk/Treasurer